



STATE OF DELAWARE
STATE FIRE PREVENTION COMMISSION
DELAWARE FIRE SERVICE CENTER

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1463 CHESTNUT GROVE ROAD
DOVER, DELAWARE 19904

STATE FIRE PREVENTION COMMISSION

Monthly Meeting

April 26, 2016

MEMBERS PRESENT

David J. Roberts, Chairman
Alan Robinson, Jr., Vice Chairman
Tom DiCristofaro
Ron Marvel
Anthony R. Guzzo
Lynn Truitt (absent)
Marvin C. Sharp

ALSO PRESENT

Patricia Davis, Deputy Attorney General
Patrick Matthews M.D., BLS Medical Director (absent)
Sherry Lambertson, Executive Specialist
David J. Truax, Investigator/Compliance Officer
Grover P. Ingle, State Fire Marshal
Robert P. Newnam, Director, State Fire School

GUESTS

Allan Post, American Legion Smyrna
Warren Jones, DVFA
Anthony Spiezio, DTI
Charles Frampton, Brandywine Hundred Fire Co.
W. Mike McMichael, DSEMSA
Bill Carrow, Citizens Hose and Little Creek Fire Co.
Joseph Moran, OSFM
Alexandra Pyle, CCHS Transport
James Woznicki, Leipsic Fire Company
Jennifer A. Knox, DSEMSA

GUESTS' cont.

Eric J. "Ceaser" Haley, NCC Chief's Association
Carol Faedke, Christiana Care

CALL TO ORDER

Chairman Roberts called the meeting to order at 3:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF FEBRUARY 16, 2016 COMMISSION MEETING MINUTES

It was moved by Commissioner DiCristofaro, and seconded by Vice Chairman Robinson that the minutes of the March 15, 2016 Commission meeting be approved. Motion carried by unanimous vote.

REPORT OF THE STATE FIRE MARSHAL

INFORMATIONAL ITEMS

Personnel Items

Fire Marshal Ingle Joseph Moran to the commission as the newly hired Fire Protection Specialist I in Sussex County. He comes to the agency with extensive experience.

The Deputy Fire Marshal I position in New Castle and Sussex continue in the hiring process.

Interviews for the vacant Administrative Specialist I position for New Castle County took place yesterday and today.

Susan Givens, Office Manager in Sussex County will be out on extended medical leave for an additional six weeks.

Fire Fatality

Fire Marshal Ingle reported on previously reported fire death at Sea Air Mobile Home Park. The death was not ruled a fire death, but one of natural causes. The family members of the deceased have offered appreciation to the public safety employees who were assigned to work the case. Of those public safety members mentioned was Assistant State Fire Marshal Alan Brown. He kept the family informed of probable cause of the fire, the timeline and what steps the Fire Marshal's office would be taking.

Fire Marshal Ingle expressed his gratitude for the care that his staff gives to these situations.

Fire Marshal Ingle reported on an April 13, 2016 fire at Market Street Apartments. The fire sprinkler and smoke alarms activated and allowed residents to exit without injury. It is nice to present success stories.

Delaware Fire Prevention Regulations

The regulation updates were published in the March Registry and became effective Friday, March 11, 2016. Some minor changes have been made such as spelling corrections. They did not have an impact on the regulations. The office is working to get a clean copy on the agency website through the Division of Regulations. Training will be scheduled with the Municipal Fire Marshal's.

DuPont Chemours Edgemoor

Fire Marshal Ingle reported that the DuPont Chemours Edgemoor plant has shut down. The buildings are in the process of being demolished. Assistant Chief of Technical Services John Rudd has been placed in charge of this project pertaining to the Office of State Fire Marshal.

CFSI

Fire Marshal Ingle reported that State Farm is doing a presentation at the CFSI this year. The Delaware K-9 team will be involved in the presentation along with some other states K-9 units.

Sprinkler Coalition Update

Fire Marshal Ingle reported that the Sprinkler Coalition continues to meet and make progress.

DFIRS Incidents Received

TOTAL STATE PARTICIPATION IN COMPLIANCE
85 %

DELINQUENT DEPARTMENTS

New Castle County	
Belvedere	January & February
Christiana	February
Delaware City	February
Kent County	
Felton	February
Hartly	February
Houston	January & February
Magnolia	February
Sussex County	
Delmar	February
Ellendale	February

OVERDUE REPORTS BY DAYS

30 Days	60 Days	90 Days	90+ Days
6	2	0	1

Source: DFIRS Incidents received as of 4/08/16.

REPORT OF THE STATE FIRE SCHOOL DIRECTOR

Director

- IFSAC Site visit and re-accreditation was approved on March 22nd and 23rd . Senior Instructor Lowe and Training Educator Miller assisted in the site visit.
- New Castle Division building status – A bid has been awarded to Amakor. The State has a drug testing policy that will include the contractor and all subcontractors. The project will not move forward until this is completed.
 - Purchase Order process is under way as well as material submittals. The construction should begin the 2nd or 3rd week of June.
- DSFS Student Recordkeeping System renamed Fire School Information System
- Firefighting Foam programs – The Fire School does not use the 3M foam recently publicized. It is not allowed to be used on Fire School campus.

Director cont.

- EMT Reciprocity requests without National Registry – Director Newnam updated the Commission on the policy regarding EMT Reciprocity with National Registry. An EMT from out of state can challenge the National Registry after meeting the regulation requirements.
- DSFS Engine has been completed and will be delivered within a few days. Maintenance vehicle received (provides two vehicles)
- QR coding – currently in use with Fire and Injury Prevention programs – Director Newnam thanks Training Educator O'Malley and Miller.
- Director Newnam will attend the April 27, 2016 Bond Bill Hearing.

Staff Activities

- Marine Firefighting Seminar- Exercise – Paulsboro, NJ – Senior Instructors Brennan and Ingram.
- North Georgetown Elementary School Career Day – March 22 – Senior Instructor Wilson
- State Fire Chiefs – Sta. 80 – March 24 – Senior Instructors Lowe and Ingram.
- Engine Inspection – April 12-13 – Senior Instructors Dempsey, Lowe and Wilson.
- Explosive Device Awareness/Bomb Threat Management Workshop – Senior Instructor Gajdos.
- Assisted at the Fire Service Symposium – Fire School Staff
- Attend Clearinghouse Training – April 19th – Administrative Officer Murabito
- IFSAC Annual Conference – April 26-29 – Senior Instructor Lowe
- Fire & Lift Safety Educators Conference – New York – 4/29 – Training Educator O'Malley attended as a requested speaker.
- Building Professional Institute – Arlington, TX. – May 23-27 – Training Educator O'Malley attended as a requested speaker.
- Speaker at the Firehouse Expo, Nashville – Oct 18-22 on DSFS Fire Officer Programs – Senior Instructor Dempsey

Programs/Courses

Figures in red are reference to last year's comparison of class attendance.

- Current Month
 - Delaware Haz. Mat. Conference – 196 attendees (157)
 - Auxiliary Seminar – 84 attendees (165)
 - Basic Firefighting Skills – 134 students (144)

Programs/Courses

- EVO – Kent Division – 24 students (21)
- Crew Leader – 27 students (68)
- Fire Brigade III – Advanced Exterior – 15 students (13)
- Hazardous Materials Response Skills – 95 students (79)
- Industrial Confined Space Rescue – 17 students (28)
- Vehicle Rescue – 17 students (15)
- NFA Wildfire Urban Interface – cancelled (3 students)
- Fire Instructor I – Blended class – 11 students (11)

- Divisions Usage
 - New Castle Division – 11 scheduled (11)
 - Kent Division – 8 scheduled (11)
 - Sussex Division – 3 scheduled (7)

- Additions – Revisions
 - Demo – Smoke curtain device for doorways – April 6 – *Senior Instructor Dempsey*
 - Car fire prop – installed NCD – class conducted at Dover – Sta. 43
 - Characteristics Kit – demonstrations – videotaped for programs – *Senior Instructor Stephens*. These kits are no longer made.
 - Smoke Alarm blocks of Fire Safety with better graphics and current statistics – *Senior Instructor Lowe*
 - Delaware EMT Refresher development – Senior Instructor Gajdos and Training Educator Miller. There are 42 EMTs in Delaware that are no longer Nationally Registered. Out of that 41 are either Paramedics or have Delaware certification. They will be able to obtain 10 hours of continuing education hours and follow regulation requirements to become Nationally Registered once again.

EMS

- Current Month
- - CEU programs – 13 scheduled programs (13)
 - Escaping Violent Encounters – Sussex Division – 9 students
 - EMR Refresher – Kent – 12 students (23)
 - EMT Refresher – Kent Division – 5 students (11)

Public Education and Injury Prevention - Activity Report

- Current Month
 - Fire Safety Programs – 5 programs (6)
 - DSFS Tours – 1 scheduled (1)
 - Fire Safety Displays - 4 scheduled (3)
 - Injury Prevention Programs – 5 programs scheduled (2)
 - Injury Prevention Displays – 3 scheduled

Maintenance – Building and Grounds

- Draft pump – engine replacement

Financial

- Past Due Billings
 - 30 days – 8,990.00
 - 60 days – 1,090.00
 - 90 days – 12,175.00
 - 120 days – 975.00
- 20678 Tuition Fund – 690,873.00
- Accounts receivable – 55,859.00
- Revenue Comparison
 - Tuition – 2016 – 38,711.00, 2015 – 43,181.00
- Special Funds Summary – The Special Funds Summary report was submitted to the Commissioners for review.
- Expenditure Report – The Expenditure report was submitted to the Commissioners for review.

Staff and Office Staff Meeting Minutes

Staff and office staff meeting minutes were submitted for Commission review.

Personnel Issues

- Submitting to State Personnel requests for position reclassifications – Director Newnam submitted a memo to the Commission requesting approval to submit a Critical Reclassification for two staff members. Chris Murabito currently holds the position of Administrative Officer and will attempt to reclassify to an

Personnel Issues cont.

Administrative Specialist. Vince Miller currently holds the position of Training Educator III and will attempt to reclassify to a Training Administrator I.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Marvel to authorize Director Newnam to submit a Critical Reclassification for the two positions presented. Motion carried by a unanimous vote.

REPORT OF THE INVESTIGATOR/COMPLIANCE OFFICER

23 Annual Ambulance Unit Inspections

2 Arrest Notifications were received.

2 EMT – No longer current

No New Investigations

Case #1601 was recommended for a hearing.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Sharp to set a hearing date for the June Commission meeting. Motion carried by a unanimous vote.

REPORT OF DEPUTY ATTORNEY GENERAL

Deputy Attorney General Davis discussed a formal grievance submitted to the Commission for review. After discussion, it was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to dismiss the grievance because the Fire Prevention Commission has no jurisdiction as presented. The grievance should go through the fire company grievance policy. Motion carried by a unanimous vote.

REGULAR BUSINESS

Action Items

Regulation 708 – Audit – Review Possible Update

Deputy Attorney General Davis presented a proposed update to Regulation 708 with regard to the audit process. It was moved by Vice Chairman Robinson, seconded by Commissioner Marvel to table until further discussion can take place. Motion carried by a roll call vote.

Commissioner Dicristofaro -	No
Commissioner Truitt -	Absent
Commissioner Sharp -	Yes
Commissioner Guzzo -	No
Commissioner Marvel -	Yes
Vice Chairman Robinson -	Yes
Chairman Roberts -	Yes

It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to invite Kathleen Davies of the State Auditor's office to the May Commission meeting. Motion carried by a unanimous vote.

Emergency Medical Responder and Emergency Medical Technician Level EMS Education Program Administrative Standards and Guidelines – Public Comment

Two pieces of correspondence was received as public comment regarding the EMR and EMT Level Education Program Administrative Standards and Guidelines. The Delaware State Emergency Medical Services Association and Chris Hainsworth submitted comments.

The following persons were in attendance to present comments:

Carol Faedtke, Christiana Care – Concerned with possible changes to teaching and student requirements.

Eric “Caesar” Hailey, NCC Fire Chief's Association – Supports the change.

Alan Post, American Legion – Smyrna – Questioned if the Medical Directors will still support the acceleration in EMT responsibilities if training hours are lowered? Chief Hailey responded that he was in a meeting with Medical Director Ross Megargel several weeks ago and nothing was said at that time.

James Wilmer, Urgent Ambulance – Mr. Wilmer has been an EMT for 8 years and does ride alongs in New Castle County for experience in the 9-1-1 system. Among other comments, he suggested that the private company EMTs be required to have to ride with a 9-1-1 company at least five times every two years so they have that type of patient care experience.

Fire Prevention Matching Funds

It was moved by Commissioner Dicristofaro, seconded by Commissioner Marvel to approve the Fire Prevention Matching Funds as submitted by the Life Safety Committee of the DVFA. Motion carried by a unanimous vote.

It was moved by Commissioner Marvel, seconded by Commissioner Guzzo to have Ms. Lambertson disperse the Fire Prevention Matching Funds on behalf of the Commission to the individual fire companies. Motion carried by a unanimous vote.

Scratch Report Update

Commissioner Dicristofaro reviewed the quarterly scratch report.

It was moved by Commissioner Dicristofaro, seconded by Commissioner Guzzo to notify Dagsboro and Frankford Fire Company that they have surpassed the allowable scratch rate as set by the Fire Prevention Commission. Motion carried by a unanimous vote.

GENERAL INFORMATION

Audit Compliance Committee

Ray Stevens of the Audit Compliance Committee submitted a letter of resignation. It was moved by Commissioner Dicristofaro, seconded by Vice Chairman Robinson to accept Mr. Stevens's resignation. Motion carried by a unanimous vote.

The Commission will begin the process of appointing a new member.

CORRESPONDENCE

No report at this time.

MISCELLANEOUS INFORMATION

No report at this time.

REPORT OF THE COMMISSIONERS

Chairman David J. Roberts

Chairman Roberts reported that he attended the Monthly Fire Prevention Commission Meeting.

Vice Chairman Alan F. Robinson, Jr.

Vice Chairman Robinson reported that he attended the Monthly Fire Prevention Commission Meeting, Kent County Association Meeting, Viewing for Jim Ford, Citizens Hose Fire Company Board of Directors Meeting, Citizens Hose Fire Company Meeting, DVFA Scholarship Committee Meeting, and Viewing and Funeral for Donald Ebright, Sr.

Commissioner Ron Marvel

Commissioner Marvel reported that he attended the Monthly Fire Prevention Commission Meeting, Sussex County Meeting, Seaford Fire Company Meeting, Delaware State Fire Chiefs Meeting, Sussex Call Board Meeting, DVFA Symposium, New Castle County Meeting and FDIC Conference.

DATE OF NEXT MEETING

May 17, 2016 – 9:00 AM
Commission Chamber
Delaware Fire Service Center
1463 Chestnut Grove Road
Dover, DE 19904

ADJOURNMENT

It was moved by Commissioner Dicristofaro, and seconded by Vice Chairman Robinson that the meeting be adjourned. Motion carried by a unanimous vote. The meeting was adjourned at 4:17 p.m.

Respectfully submitted,

Sherry R. Lambertson

Sherry R. Lambertson
Executive Specialist

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